

NEW STUDENT ADVISING PREPARATION GUIDE

HOW TO CHANGE OR CANCEL YOUR APPOINTMENT

If you received a confirmation email when setting up your appointment, please click the link in the email to cancel or change the appointment. Otherwise, please call (864) 941-8388.

VERIFYING YOUR MAJOR AND START

If you want to change your major or start term, you must contact Admissions to have your application updated. Call (864) 941-8369, or email admissions.a@ptc.edu.

ACCESSING PATHWAY

PLEASE BE SURE YOU ARE ABLE TO ACCESS YOUR PATHWAY ACCOUNT PRIOR TO YOUR ADVISING APPOINTMENT.

You will also need to be logged into your Pathway account at the time your appointment, so that you are able to schedule your classes.

New and readmit students will use the instructions below for initial login:

1. Go to pathway.ptc.edu
2. Enter your PTC ID Number (username).
3. Enter your password.

For first-time users, this password is:

- The first and second letters of your last name (lowercase)
- A period
- Your birthdate formatted as MMDDYY.

Example: John Smith was born October 5, 1980. His password is sm.100580.

4. Set your security questions.
5. Set your new password. Be sure to review the criteria provided.

If you have trouble logging in or forget your password, you may do any of the following:

- Click the Student password reset link on the PTC Login box
- Click the **Tech Support & Maintenance** link at the bottom of the page, then click **Student Password Reset**.
- Call the Helpdesk at (864) 941-8627.

PATHWAY USER GUIDE

We encourage you to review the Pathway User's Guide prior to your advising appointment to help familiarize yourself with the site. The guide is located in Pathway on the Handbook page.

WHAT TO EXPECT DURING YOUR ADVISING APPOINTMENT

To learn more about the advising process prior to your appointment, visit ptc.edu/advising.

